

TO THE OFFICIALS OF THE STATE-CHARTERED CREDIT UNION ADDRESSED:

Enclosed are the materials for your use in filing the March 31, 2001, Call Report (form 5300). This package contains a copy of the Call Report (form 5300), the PC 5300 *Windows* program disks, and a PC 5300 data disk. This package also includes a copy of the PC 5300 *Windows* Checklist, and a return mailer.

Call Report: The report contains seven core pages that all credit unions are required to complete and seven supplementary schedules. Credit unions that engage in a broader range of investment, share, or lending activities must complete the supplementary schedules as needed. All credit unions must answer the five “credit and borrowing arrangements” questions on page 10. **Please carefully review the *Instructions for Reporting Requirements* located in the Call Report**, just before the Working Copy of the form. Page 15 is the PCA Net Worth Calculation Worksheet and requires no input unless you intend to use an optional Total Assets Election to compute your net worth ratio.

PC 5300 Software Features: The PC 5300 *Windows* program is enclosed for your use. Installation instructions are located on the checklist enclosed with the materials. **We strongly encourage you to use the PC 5300 software.**

The paper copy of the form is provided for your convenience. You are not required to return the form if you use the PC 5300 program (unless your examiner has requested that you do so), but you should print and sign a completed report, and retain a copy in your permanent records. If you choose to use the PC 5300 program, you must install the current system enclosed in this package. Please make sure that the cycle date which appears on the PC 5300 program is correctly identified as 0103. Your charter number and check digit are listed at the top left corner of this page.

Please call NCUA Customer Service at 1-800-827-3255 with any software questions. **Please direct any questions not related to the PC 5300 software to the individual or address listed below.**

Report of Officials: The 2001 Report of Officials (form 4501) and the Report of Officials *Windows* software was sent with the December 2000 call report materials. Both the form and the software is also available on our website at www.ncua.gov/ref/roofficials/roofficials.html. Please call NCUA Customer Service at 1-800-827-3255 with any software questions.

Upon completion of your Call Report, please place the PC 5300 data disk (containing your transmission file) and/or the Call Report (form 5300) **AND A COPY OF YOUR MARCH 31, 2001, FINANCIAL STATEMENTS** into the return mailer. ***THE COMPLETED FORM OR DISK MUST BE RETURNED BY APRIL 23, 2001, TO THE FOLLOWING ADDRESS:***